

# Colorado Department of Public Health and Environment

Vital Records Section/HSVR-VR-A1

4300 Cherry Creek Drive South

Denver, Colorado 80246-1530

303-692-2200

vital.records@state.co.us

www.colorado.gov/cdphe/vitalrecords

## For Office Use Only

ID \_\_\_\_\_ Cash \_\_\_\_\_  
ISS \_\_\_\_\_ CK \_\_\_\_\_  
CC \_\_\_\_\_  
Other \_\_\_\_\_  
SF# \_\_\_\_\_ - \_\_\_\_\_

## Application for Certified Copy of Death Certificate

Colorado has death records for the entire state since 1900. Certified copies of certificates are also available in the county where death occurred. See other side for earlier records.

**Information about person whose death certificate is requested — please type or print.**

☐ Check here if you are requesting a certificate of stillbirth

Full name of deceased	First	Middle	Last
Date of death*	Month	Day	Year
Place of death	City	County (if known)	State of Birth
Reason for Request	Today's Date		State of Death Colorado

**Pursuant to Colorado Revised Statutes, 1982, 25-2-118 and as defined by Colorado Board of Health Rules and Regulations, applicant must have a direct and tangible interest in the record requested. The penalties for obtaining a record under false pretenses include a fine of not more than \$1,000.00, or imprisonment in the county jail for not more than one year or both such fine and imprisonment (CRS 25-2-118)**

**By signing below, I have read and understood that there are penalties for obtaining a record under false pretenses. All requests must be accompanied by a photocopy of the requestor's identification before processing. PLEASE RETURN YOUR REQUEST WITH A PHOTOCOPY OF YOUR DRIVER'S LICENSE, STATE ID OR PASSPORT.**

Signature of Person Making Request		Your Relationship to deceased *see reverse side	
Address		(please submit proof of relationship)	
City	State	Zip	e-mail address ^
Daytime Phone		( )	

^ I consent for communications via e-mail

- Ways to order:**
- Apply in person for same day service. Office hours are from 8:30 a.m. to 4:30 p.m., Monday-Friday.
  - Order certificates online\*\* at <http://www.cdphe.state.co.us/certs>. Certificate(s) mailed 2-3 days after receipt of all required documentation.
  - Fax your application with credit card information\*\*: within continental USA fax 1-800-423-1108; outside continental USA fax: 1-303-691-9307. Certificate(s) mailed in five business days.
  - Mail in application with check, money order, or credit card information \*\*. Certificate(s) mailed within three weeks via regular mail.

\*\*Convenience charge to be added. See fees below.

### Credit card orders:

Card Type: VISA ☐ MasterCard ☐ Discover ☐ American Express ☐

Cardholder name: \_\_\_\_\_

Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_ / \_\_\_\_\_

**NOTE:** \* If date of death is unknown, an additional fee of \$1.00 per year searched can be submitted.

Make check or money order payable to  
Vital Records Section. Please do not  
send cash.

### PLEASE COMPLETE THIS AREA

PRINT name and address

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

### Charges

Search fee where date of death is unknown (\$1.00 per year)..... \$ \_\_\_\_\_

Cost of certificates (\$20 for 1st copy(or search when no record found); \$13 for each additional copy of same record ordered at same time) ..... \$ \_\_\_\_\_

Certified verification of death (\$20 for 1st copy; \$13 for additional copies ..... \$ \_\_\_\_\_

\$10.00 credit card convenience charge (walk-ins excluded) ..... \$ \_\_\_\_\_

a) Regular mail (\$0.00)(sent 1st class unless overnight requested)  
b) FedEx\* (check, money order, cash orders ONLY) (\$20.00)  
c) Express Mail\* ( \$19.95)  
d) UPS\* (credit card orders ONLY)(\$19.00)  
(circle one)..... \$ \_\_\_\_\_

**Total Charges** ..... \$ \_\_\_\_\_

\*Within continental U.S.

**\*Certified copies of death certificates may be issued to:**

(proof of relationship is required: [e.g. marriage certificates, birth certificates, court orders])

- Parents
- Grandparents and Great Grandparents
- Stepparents
- Siblings
- Spouse
- Ex-Spouse with proof of direct and tangible interest
- Adult children, stepchildren or grandchildren of the deceased
- In-laws, aunts, uncles, nieces, nephews, cousins if it is needed to administer the deceased's estate or other direct and tangible interest
- Legal representatives of any of the above
- Legal representative of the deceased
- Decedent's physician
- Funeral Director
- Employer of decedent so benefits can be processed
- Insurance company processing decedent's claim or death benefits
- Probate researchers
- Genealogists representing immediate family members with appropriate credentials
- Creditors
- Others who may demonstrate a direct and tangible interest when information is needed for determination or protection of a personal or property right
- Informant listed on the requested death certificate

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**Earliest Colorado Death Records on file in local offices:**

County	Year	County	Year
Boulder	1880	Lake	1886
Clear Creek	1877	Mineral	1894
Dolores	1895	Montezuma	1892
Eagle	1894	Otero	1898
El Paso	1890	Ouray	1895
Grand	1895	Summit	1893
Gunnison	1894	Washington	1894
Hinsdale	1897	Weld	1877
Jefferson	1868		